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The Kennewick Public Facilities District  
Regular Meeting  
Three Rivers Convention Center  
Boardroom

October 26, 2017

Agenda

5:00 p.m.

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### **Call to Order**

President, Barbara Johnson called the meeting to order at 5:08 pm.

### **Roll Call**

Liz Lutz called the roll.

Present: Barbra Johnson, President; John Neill, Treasurer; Ron Hue, Secretary; Renee Brooks, Board Member; Excused, Calvin Dudney, Board Member.  
A quorum was established.

Also, present: Corey Pearson, Executive Director; Liz Lutz, Executive Assistant; Kim Shugart, Visit Tri-Cities; Joe Potts, Finance Director; Steve Mallory, Arculus Design; Eric Ferguson, Attorney;

### **Approval of Agenda**

Renee Brooks moved to approve the agenda as presented; Ron Hue second the motion.  
The motion carried unanimously.

### **Consent Agenda**

*All matters listed within the Consent Agenda have been distributed to each Board Member of the Public Facilities District for reading and study, are considered to be routine, and will be enacted by one motion of the Board with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.*

- a) Minutes of September 20, 2017 Board Meeting
- b) Claims roster dated August 2017 for \$223,831.58 (TC)  
Warrants:18925-18985      Voids: none
- c) Claims roster dated August 2017 for \$190,269.34 (TRCC)  
Warrants:15309-15379      Voids: none
- d) Claims roster date August 2017 for \$0 (Box Office)  
Warrants: none written      Voids: none
- e) Total August 2017 payroll paid out: \$200,348.58

John Neill reported that claims rosters and warrants have been reviewed and accounted for and moved for approval of Consent Agenda as presented. Renee Brooks seconded the motion. The motion carried unanimously.

## **Visitors**

Barbra Johnson opened the floor to any visitors who wished to address the Board regarding matters that are not currently on the agenda. No Visitors were present.

## **EXECUTIVE SESSION**

### **Pursuant to RCW 42.30.110 (1) (g) – To discuss pending litigation**

Barbara Johnson recessed the Special Meeting at 5:16 pm to convene into an Executive Session. Barbara Johnson announced the Executive Session would last no more than 20 minutes and no anticipated action would come out of it. The board meet for another 40 minutes.

At 6:11 pm the Executive Session was adjourned and the Regular Meeting was reconvened.

## **New Business**

### **a) August Financial Reports**

Joe Potts gave the financial reports for August. At the completion of his reports and after some discussion by the Board related to certain items, Renee Brooks moved to accept the August financial reports as presented. Ron Hue seconded the motion, the motion carried unanimously.

### **b) Date Changes for November and December Board Meetings**

Discussion was held about changing dates for November and December Board meetings due to falling on Holidays, new dates are set for November 21<sup>st</sup> and December 21<sup>st</sup>.

### **c) Expansion Report**

Corey Pearson gave an update on the educational campaign.

### **d) Executive Director Report**

Corey Pearson discussed upcoming events the campus had over the next couple of weeks.

### **e) Visit Tri-Cities Report**

Kim Shugart gave an update on upcoming leads and he booked business for 2019.

### **f) SpringHill Suites Report**

No one present at meeting.

## **Board Comments/Discussion**

General comments from the Board were given expressing thanks and appreciation to the staff for a job well done.

## **Adjournment/Recess**

Meeting adjourned at 6:31pm

*The KPF Board's minutes are intended to be a reasonable summary of the Board's deliberations and actions. The minutes are not a verbatim record of everything said at the meeting. The minutes include all actions taken by the Board.*

Elizabeth Lutz

Approved by the Board of Directors